



**Career Community:**

# Business and Accounting



[starkstate.edu/academics](http://starkstate.edu/academics)



Career Community:

# Business and Accounting

Find out more.

Identify and explore your unique Holland code.



Schedule a career exploration appointment with a Stark State career specialist.

call 330-966-5459

email [careerservices@starkstate.edu](mailto:careerservices@starkstate.edu)

stop in main campus - M104

SSC Akron - Gateway Student Services

or hover your camera over this QR code and tap the link



Do you characterize yourself as a leader, problem-solver and persuader who is focused on the importance of numbers, data and accuracy?

Find your fit in programs leading to careers in accounting, banking, customer service, entrepreneurship, marketing and management or transfer to baccalaureate business programs.

## Consider these and other careers

job title/description	Entry-level annual wage	Canton average annual wage	Akron average annual wage
<b>accountant</b> * ⚡ examine, analyze, and interpret accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others. Install or advise on systems of recording costs or other financial and budgetary data	43,800	64,000	75,500
<b>bookkeeper</b> ⚡ <b>other titles: accounting assistant, accounting clerk</b> compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. May also check the accuracy of figures, calculations, and postings pertaining to business transactions recorded by other workers	26,100	38,400	40,800
<b>claims adjusters, examiners and investigators</b> ⚡ review settled claims to determine that payments and settlements are made in accordance with company practices and procedures. Confer with legal counsel on claims requiring litigation. May also settle insurance claim	44,750	66,600	64,100
<b>financial adviser</b> * ⚡ advise clients on financial plans using knowledge of tax and investment strategies, securities, insurance, pension plans, and real estate. Duties include assessing clients' assets, liabilities, cash flow, insurance coverage, tax status, and financial objectives	41,950	63,000	126,400
<b>human resources assistant</b> ⚡ compile and keep personnel records. Record data for each employee, such as address, weekly earnings, absences, amount of sales or production, supervisory reports, and date of and reason for termination	29,300	39,000	40,600
<b>insurance sales agent</b> * ⚡ <b>other titles: insurance sales representative</b> sell life, property, casualty, health, automotive, or other types of insurance. May refer clients to independent brokers, work as an independent broker, or be employed by an insurance company	35,450	81,800	67,700
<b>loan officer</b> * ⚡ <b>other titles: mortgage loan officer; commercial loan officer; consumer loan officer</b> evaluate, authorize, or recommend approval of commercial, real estate, or credit loans. Advise borrowers on financial status and payment methods. Includes mortgage loan officers and agents, collection analysts, loan servicing officers, and loan underwriters.	33,200	55,300	82,900

⚡ = high-demand, good-paying occupation: at least 1,000 job openings projected over 10-years (2022-2032) in the northeast Ohio region (9 counties in Akron, Canton and Cleveland MSA's) and jobs pay at least \$15/hour

\* may require further education; an advisor will help you determine your pathway

source: JobsEQ® 2020

## Critical skills and abilities

- active listening
- critical thinking
- oral and written communication
- reading comprehension

## Technical skills and knowledge

- customer and personal service
- customer relationship management (CRM) software
- data entry software
- data analysis
- electronic mail software

## Short-term certificates in this Career Community

- banking associate
- bookkeeping
- computer-integrated accounting
- enrolled agent/tax preparer
- entrepreneurship
- QuickBooks/payroll

## Some local employers with jobs in this Career Community

Diebold Nixdorf  
Dollar Bank  
FedEx Custom Critical  
Fireside Tax  
FirstEnergy  
Huntington Bank  
Kenan Advantage Group  
Securitas Electronic Security  
The J.M. Smucker Company  
The Timken Company

## Majors in this Career Community

### EXPLORATORY MAJOR

If you know this career community is the right fit for you but you're unsure of your major, choose the **business and accounting exploratory major** to get started in the right direction. Your first 15 credit hours are applicable to all majors within this career community and you'll get the experience to know which major is right for you.

### ACCOUNTING

You'll get a solid foundation in accounting theory so you can specialize in public or corporate accounting. You'll be qualified for jobs in tax accounting, governmental accounting, industrial/cost accounting, not-for-profit accounting and accounting for small business. After completing specific coursework – available via the traditional classroom or online – you may be eligible to take the certified public accountant exam and certified management accountant exam. You also can use the associate degree as a foundation to pursue bachelor's and master's degrees.

#### *Accounting services for health administration major*

When you work primarily in the area of hospital finance and accounting, you'll be well-prepared with additional coursework in medical terminology, the basics of health care delivery systems, the complex world of reimbursements and insurance and the legal aspects of the medical profession.

#### *Certified public accountant major*

A certified public accountant (CPA) is a leader with the ability to provide a wide variety of client services, including auditing, tax preparation and planning, financial statement preparation and consulting. CPAs also work for companies, governmental entities and not-for-profit entities. With this major and some additional SSC coursework and a minimum score on the Graduate Management Admission Test, you can sit for the CPA exam.

#### *Computer information major*

You'll get a foundation in accounting theory and related business along with a highly developed computer competency. You'll master a number of the most widely used software applications and understand the basics of programming and information technology.

#### *Corporate major*

You'll get a solid foundation in accounting theory to prepare you for corporate accounting jobs in financial information preparation, reporting, and analysis or cost accounting; governmental accounting; not-for-profit accounting; and accounting for partnerships or sole proprietorships. With this major you can sit for the Certified Management Accountant exam.

#### *Forensics major*

Along with a foundation in accounting theory, you'll get detailed knowledge of types of fraud, fraud prevention and fraud detection. The curriculum emphasizes design of effective internal control systems, monitoring compliance with those systems and gathering and documentation of forensic evidence when fraud has occurred or is suspected. You'll learn many of the requirements and monitoring and reporting provisions of the Sarbanes-Oxley Act.

#### *Tax major*

Constant tax code changes have created a need for corporate business and accounting firm employees knowledgeable in accounting, business transactions and tax law and able to convert that know-how into tax compliance and planning. With this major you can sit for Enrolled Agent exam.

### FINANCE

You'll be well-versed in the finance areas today's business environment demands. You'll gain the knowledge and skills needed to add wealth and value to your employer as you take on increasing responsibility within the corporate treasury function. All coursework can be taken online or in the traditional classroom.

## BUSINESS MANAGEMENT

In today's business world, companies are looking for managers who understand technology, can adapt quickly to change, work well in teams, skillfully motivate employees and realize the importance of satisfying customers. As a business management graduate, you'll be able to deliver all of this, and more.

### **Finance major**

Along with gaining business management skills, you'll understand a financial plan, have a working knowledge of the various investment markets and have a foundation for working with the basic principles of taxation.

### **Health services major**

Health care is one of the fastest-changing fields in the U.S. today. This major blends our management program with a basic knowledge of the health care industry, anatomy, physiology, insurance and medical terminology.

### **Human resources major**

You'll be able to deliver the skills from our management program and the more specialized knowledge involved in talent management, succession planning, diversity awareness and corporate culture development.

### **Sports management major**

When you're interested in sports along with finance, management and leadership, this is the way to get in the game. You'll have a chance of working with athletes and also seeing the corporate and business side of the sports world. Take a step toward opportunities in sports administration, marketing and promotion, ethics, facility and event management and other areas.

### **Entrepreneurship major**

Recognize opportunities, evaluate potential and be knowledgeable about new venture start-up and growth, and you're likely to succeed as an entrepreneur. You'll participate in courses and seminars staffed by faculty members as well as entrepreneurs and business owners/managers in the local community. They'll deliver first-hand knowledge about what's needed to start a new business venture that will add economic and cultural value to the community and how to run an existing business with an entrepreneurial mindset.

### **KSU Stark BBA degree**

Because Stark State recognizes the value of education beyond the associate degree, SSC students can complete this special option in business management technology to receive an associate degree, then take an additional 42 credit hours of degree requirements through Kent State at Stark to earn a bachelor of business administration degree.

## MARKETING AND SALES MANAGEMENT

Marketing managers implement the traditional marketing mix to develop tactics for product, price, promotion and distribution. Marketing professionals determine the demand for goods offered by a business and its competitors while identifying potential customers. You'll also work with advertising and sales managers to promote products and services to attract potential customers.

## CULINARY

Strong emphasis on culinary technique, creativity and Michelin-star, restaurant-quality, real-world kitchen skills, supplemented by management and administrative skills, including food safety, cost control and staff management. In addition, our nationally recognized American Culinary Federation accreditation provides valuable personal certifications and opens the path for a wide range of professional networking.



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North Canton, OH 44720

### **Admissions**

330-494-6170 ext. 4228 | 1-800-797-8275 | [info@starkstate.edu](mailto:info@starkstate.edu)

### **Career Services**

330-966-5459 | [careerservices@starkstate.edu](mailto:careerservices@starkstate.edu)

*Some careers represented in this viewbook may require further education. The information provided is based on regional data and subject to change. Please see an SSC advisor to make sure you're on the path to success. / Accredited by the Higher Learning Commission / Stark State College is committed to non-discrimination. For the full policy: [starkstate.edu/non-discrimination](http://starkstate.edu/non-discrimination)*